

# NTK.365: #0003 – Teams (Meeting Recordings)

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Title:	Meeting recordings to be stored in OneDrive for Business or Teams channels (SharePoint Online).
Available:	March 1, 2021
Message:	<p>Currently, meeting recordings are found in the meeting's "Chat" section and must be downloaded and saved locally as they are only available for 20 days. Beginning March 1, 2021, meeting recordings will be saved to OneDrive for Business or in the Teams Channel (SharePoint Online) from which the meeting was launched.</p> <p>The recording of a meeting scheduled through Outlook, Teams, or when "Meet Now" is started from the Teams Calendar app, will be stored in a folder titled "Recordings" in the OneDrive folder of the person who starts the recording. The recording will also post in the meeting chat feed. One exception is meeting attendees outside the State of Delaware tenant will not be able to access the recording.</p> <p>A (Teams) Channel "Meet Now" recording will be stored in the Files section of the Channel, in a folder titled "Recordings." The recording will also be accessible in the meeting chat feed. All members of that Teams Channel will have access to the recording regardless of their attendance. You will need to use the Share Files feature to share the recording with others.</p>

**Additional  
Information:**

- [Record a meeting in Teams](#)

*(Disclaimer: Some information covered in linked resources may not always apply or be available in the Government Community Cloud -GCC- environment.)*

**Posted:**

January 20, 2021